



**Town of Savoy
Massachusetts 01256**

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Select Board Meeting Minutes

Friday, July 18th, 2023

Select Board Attendees: Gerry Bergeron, Justin Kaczowski

Recorder: Jennifer Falk

Attendees: Brenda Smith, Jennifer Downs, Melanie Glynn, Jordan Koch

Meeting called to order at 5:00 PM by G. Bergeron, J. Kaczowski second the meeting.

Minutes:

- Minutes for 9th June 2023, reviewed, approved and signed by board.
- **Fire alarm**
 - – Not functioning. Turned off at breaker. Rings constantly when turned on.
 - – M. Glynn added corrections to 6/6/2023 minutes regarding her role in IT project. M. Glynn emailed additional corrections. Included with minutes.
- **IT Updates**
 - – Adobe Acrobat on hold until we have a credit card to buy it with. Gerry will talk to Bev about the credit card. Adobe is only subscription, so requires CC.
 - – Need to coordinate the completion of the installation of new computers. Each department needs to orchestrate this themselves, as they have different needs.
 - – We need to sign a letter of engagement with Patriot to execute the migrations. Julie did send a letter. We are waiting on an invoice.
 - – Ring Squared – We have lines that are either non-functional or not being used. One that is not being used was identified as the fire house. Might be their security system. One of the lines -4291 could be assigned elsewhere, e.g., tax. J. Downs will call Ring Squared to find out what is going on. G. Bergeron will ask Alex to determine what lines are what in the town hall.
 - MIIA Cyber Security document needs to be sent.
 - Re fiber: There are new grants coming out and it seems prudent to wait before making a commitment with a company. We could solicit proposals.
 - Everyone with a computer needs to complete the “Social Engineering” training. Youtube video. Jen F will notify those affected.

- **Business license discussion**
 - We need to talk to the attorney regarding how to implement this system and/or update the bylaws. Gerry will talk to Donna on Monday, July 24th.
 - Signed Trinity's business license.
- **Police – hiring additional officer**
 - Jordan has a suitable candidate.
 - Gerry will talk to the attorney re: special exemption
- **Treasury warrants signed**
- **Signed Council on Aging document.**
- **Alex can let Tyler know to go ahead with the work on their proposal.**
- **Gerry needs to talk to the post office about the roof.**

Meeting adjourned at 7:15 PM by G. Bergeron, Second by J. Kaczowski



Gerry Bergeron (Chair)



Justin Kaczowski